

Burrillville Extended Care (BEC)

Board of Directors

Minutes

June 2, 2008

Called to Order and Attendance/Review Agenda:

Meeting called to order by Dr. Van Dyke at 6:40 p.m.

Members Present- David Brunetti, Juliette Lopez-Recinos and Dr. David Van Dyke.

Members Absent- Amy Shangraw-Ricci

Members Excused- Newt Stevens

Others Present: Parks & Recreation Director Cheri Hall, and BEC Site Director Kelly Cournoyer and Lisa Nault.

Minutes of the March 3, 2008 regular meetings to be accepted:

Motion to accept by Juliette Lopez-Recinos. Seconded by David Brunetti. Motion carried 3-0.

Correspondence:

The Director reported a meeting scheduled for Thursday, June 5, 2008 with Town Council member Peggy Dudley, Town Manager Michael Wood, Finance Director John Mainville to review the Burrillville Extended Care Budget Auditors Report. Since BEC has cut way back on all expenses, the Director will refer any questions to the Burrillville Extended Care Board of Directors. Dr. David Van Dyke stated memorandum could be sent if necessary. The Director will e-mail the

BEC Board of Directors with the results of the meeting.

A letter from the Department of Unemployment verifying the reason why a prior employee had left the position was responded to. The employee had in fact quit without completing her two week notice but is stating she had been laid off.

Good and Welfare:

The Director reported the Family Fair was successful with BEC receiving 4th Place for the new Family Fair Community Spirit award. BEC gave away crayons, pirate maps and tattoos to the children attending the fair.

Old Business:

1. Steere Farm kitchen renovations-

The Director reported the kitchen renovations, painting and relocation of the Site Directors office have been completed. An invitation was extended to the board to stop in and see the renovations.

2. Financials–

Site Director Kelly Cournoyer reported that a special education (I.E.P.) student in 5th grade who has attended the summer program for the past three summers would be funded through special education for six weeks. This year the student's mother reported that due the

special education director and teacher contract situation, there is no funding for the student to attend BEC this summer. The student's sister also attends the BEC program with the mother paying full price even though the mother is on full disability. Since he is a full functioning child and doesn't need an aide to assist him, his tuition will be supported by a scholarship from BEC for this summer. The Site Directors will request from the School Department the status of funding for next year.

A current financial report was given to the Board of Directors for their review. Discussion regarding a few line items took place. The Director reported no significant changes at this time. Due to cost saving measures, costs were much lower this year.

The Town Manager questioned if the Board was looking into the possibility of purchasing a building for the program in the future since the program has the monies set aside for this purpose. It might be possible to propose a building to be placed on the Steere Farm property, the Father Holland School building if becomes available, or an addition on the Recreation Center building. Currently there is approximately \$227,000 set aside in a side fund for this purpose. A workshop to review all new building options will be scheduled for after the September 2008 meeting.

3. Program updates-

The Director reported a new handout to be utilized to advertise the BEC program was generated.

4. 2008/2009 Budget-

The Director reported that the part-time Parks and Recreation Administrative Aide position has been funded through the budget process. Consequently, a percentage of funding for the position from the BEC program is not necessary this year.

5. Playground-

The new playground equipment funded through BEC program has been ordered and will be installed next to the Spring Lake Beach Recreation Hall within the next couple of weeks. The price was under \$10,000 and was part of the State of Rhode Island bid process through the U.S. Communities website. A picture of the equipment was shared with the board.

New Business:

1. Summer Program/Changes-

Kelly Cournoyer reported the summer program is pretty much full daily with a capacity allowed of 105 children. The Site Directors prefer to keep the limit of 95 children per day with a total of 144 total children enrolled. The staff work four days and one day off per week.

2. Middle School Program-

The Police Academy will again be held during the summer and Ceramics classes every other Monday. The children will attend two days at Exchange City in Providence, which is set up like a community indoors to teach them how to run a city. A DVD showing the program will be made.

Meeting adjourned: Motion to adjourn at 7:40 p.m. by David Brunetti.

Seconded by Dr. David Van Dyke. Motion carried 3-0.

**Next Meeting: Tuesday, September 2, 2008, 6:30 p.m., Burrillville
Parks &**

Recreation Offices; 92 North Main Street, Pascoag, R.I.

Recorded by

Carol L. Conway

Administrative Aide

Burrillville Parks & Recreation Department